

PINNACLE HEIGHTS IMPROVEMENT & SERVICE DISTRICT

(c/o Cathey Consulting, PO Box 471, Gillette, WY 82717)

REGULAR MEETING

Monday, May 19, 2025, 5:30 p.m.

400 South Gillette Avenue, Suite 106 (Office of Cathey Consulting, LLC)

MINUTES

BOARD MEMBERS PRESENT: Keith Williams, Fabian Rodriguez
BOARD MEMBERS NOT PRESENT: Christy Schomer
OTHERS PRESENT: Helenanne Cathey, Teresa Williams

Keith Williams called the meeting to order at 5:30 p.m.

- I. **Minutes Approval** – Keith Williams moved to approve the minutes for the April 30, 2025, regular meeting. Fabian Rodriguez seconded. Motion carried unanimously.
- II. **Treasurer’s Report Acceptance / Bills** – The financial information and bills were reviewed. The Treasurer’s Report and bills were approved by unanimous consent.

Ending Bank Balance from last meeting:		\$27,431.43	
04/30/25 Interest	\$9.23		
Balance Prior to Meeting:		\$27,440.66	
Bills paid at meeting:			
Bills Paid			
<u>Ck#</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
1006	Cathey Consulting	Inv. 8098 – Apr., Admin./Bookkeeping/Compl.	\$210.00
TOTAL			\$210.00
Bank Balance End of Meeting:		\$27,230.66	
Receivables Balance (Assessments):	\$500.00		

- III. **Unfinished Business**
 - a. **Paving Streets** –
 - 1) County grant approved 2/19/25 for \$1,875 (25% of WWC proposal of \$7,500) to assist the District in the costs for applying for funding to pave the district streets.
 - 2) WWC authorized to proceed for an amount not to exceed \$7,500 on 4/30/25.
 - b. **Budget for 7/1/25 – 6/30/26** – The proposed budget was approved April 30, 2025. The final budget will be reviewed and approved at the June 24, 2025 budget hearing and regular meeting. The budget includes an assessment of \$800 per lot for the year.

Board members scheduled a meeting for today so that property owners could ask questions about the budget and provide feedback to the Board. The June 24, 2025, budget hearing and regular meeting will provide an additional opportunity for discussion on the budget for the next fiscal year. The final budget will be adopted at the June 24, 2025, regular meeting following the budget hearing. There were no public comments at this meeting.

- IV. **New Business**
 - a. **Local Government Liability Pool** – The consensus is to apply for the Local Government Liability Pool which is a general liability and directors & officers insurance coverage for governmental entities in the State of Wyoming. The cost is \$600 per year. A Joint Powers Agreement was signed, and Helenanne Cathey will submit the online application as required.

- V. **Next regular meetings:**
Tuesday, June 24, 2025, 5:00 p.m. (Budget Hearing and Regular Meeting)
 Meetings are at the office of Cathey Consulting (400 South Gillette Avenue, Suite 106, Gillette – in the K2 Technologies building – office entrance is on 4th Street across from Arrow Printing).

Keith Williams moved to adjourn. Fabian Rodriguez seconded. The meeting was adjourned at 5:37 p.m.

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

Keith Williams
Signature

Keith Williams
Printed Name

6-24-25
Date

Fabian Rodriguez
Signature

Fabian Rodriguez
Printed Name

6-24-25
Date

Keith Williams, President / Fabian Rodriguez, Secretary / Christy Schomer, Treasurer